



STATE OF MICHIGAN
**Family
Independence
Agency**

Memo

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To: Jim Nye, Director
Outstate Operations

Date: December 27, 2001

From: Rita Barker, Director
Office of Internal Audit

Subject: Audit of District Health Department # 4, Contract # CAN-01-04001
Audit # 2002-008

District Health Department # 4 entered into contract #CAN-01-04001 with the Family Independence Agency to provide Risk / Needs Assessment, Community Service Coordination, and Family Support. We performed an audit of this contract for the period January 1 through August 31, 2001. The purpose of our audit was to determine if the District Health Department # 4's billings to FIA were accurate, and if the costs they billed to FIA were necessary, reasonable, and proper. We also reviewed case files to determine if they contained the documentation required by the contract.

Based on our audit, we concluded that the billings submitted by District Health Department # 4 were accurate, and the costs billed were necessary, reasonable and proper. District Health Department # 4 had adequate documentation to support the expenses billed. In addition, the case files we selected for review contained all of the required information.

Please contact me if you have any questions regarding this audit.

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